

**Historical Preservation Advisory Committee
Meeting Minutes
April 19, 2022**

Meeting Called to Order (Time 7:20pm)

Reading of Open Public Meeting Act.

Members present: Chairperson Laura Olstein, Vice Chairperson Jim Roselius, Dave Wilding, Mary DiBrigida John Cannie (alternate), Council Liaison and Member Bob Roy, Borough Historian and Member Tom Kline

Absent: Corresponding Secretary Caryl Keyser

Friends: None

Guests: None

Approval of Minutes: Motion to approve March 15, 2022 minutes made by Jim Roselius and seconded by Dave Wilding, all in favor, none opposed.

Old Business:

Morris County Historic Preservation Trust (large grant money): John Cannie stopped by museum today; said the contractor is shooting for 5/20 end date. Took all buckled flooring out of main room and fixing; plastering of walls done; sanding being done today. Next construction meeting is 4/21 at 11:30; Jim and Laura planning to attend.

Morris County Heritage Commission History Re-Grant Program (small grant money): Submitted grant for scanner last Friday-should hear mid-May.

Building and Grounds Report: Jim Roselius-Asked Joe Niosi to edge garden areas and put in mulch.

Centennial Celebration: Tom Kline-Currently attending their meeting down the hall. Roaring 20's party was a great event.

Friends Report: John to present to Friends re: purchase of tv and speakers, etc (see attached). Motion made by Jim Roselius and seconded by Dave Wilding, all in favor none opposed, to present the attached technology package to the Friends for purchase.

Pathways: Laura Olstein-Will promote tour of 4/30 & 5/1 on Facebook this week.

Research & Collections: Mary DiBrigida-Nothing new to report; all is in storage.

Scout Projects: Laura Olstein-Nothing new to report.

Social Media: Laura Olstein-Nothing posted last month but have more followers-412 Facebook, 153 Instagram.

Special Programs Report: On hold until museum can re-open.

Staff report: Caryl Keyser-absent

Comments from the Borough Historian: Tom Kline-absent (til the end)

New Business: 1) Long range plans proposal was updated in 2019. Laura updated slightly for 2020 with Past Perfect work and more emphasis on technology-will send out updated proposal and approve at next meeting. 2) Need to decide on re-opening: May 15th is proposed finish date. The floors will be the last thing done-takes a week to dry and a month to cure. Can't bring in heavy items right away. Put in request to DPW after the construction meeting on 5/21 to put on their schedule now for the 3rd or 4th week in June. Dave suggested putting wheels on the cases to save the floor and make it easier for mobility. Tom has two lectures scheduled at the library in June and July. Need the time line for re-opening and put it on the marquee, Facebook, banner out front-maybe promote September official re-opening. Then schedule an event in October and November as well. Contact the 100th anniversary committee and have these added to their schedule of events. 3) Scheduled a workshop for May 10th at 10am at boro hall to formulate events/timelines (moving back plan, research rubber wheels for display case). John Cannie made a motion and Tom Kline seconded to approve the rails; all in favor, none opposed. 4) Tom-wants the conference room to be an exhibit room and hold public meetings in the big room. Tom will ask DPW to put table in the garage. Replace or clean and restore Dr. Miller's rug? 5) Need to purchase certain things so contractors can install before they leave. 6) 100th anniversary committee asked Tom to put historical timeline boards on display at the Inn for the Roaring 20's event and they are now on display at boro hall. They will ultimately go back to the museum.

Next Meeting: Tuesday, May 17, 2022 – 7:00 pm (at Borough Hall)

Adjournment: Time pm. Motion made to adjourn by Mary DiBrigida and seconded by Tom Kline. All in favor, none opposed.

At the May 17, 2022 meeting, on a motion by Tom Kline, and seconded by Jim Roselius, and the affirmative voice vote of all members present, the April 19, 2022 minutes were approved.

Oliver Gokey

Kinnelon Historic Preservation Advisory Committee

Museum Improvement Financial Proposal

Package Overview, April 20, 2022

Introduction

The Kinnelon Historic Preservation Advisory Committee (KHPAC) has developed an updated approach to finishing the L'Ecole public presentation areas. The goals of these recommendations include:

- Preserving the quality of the physical building, following all of the restoration currently being completed.
- Enable flexibility to make seasonal or periodic display changes.
- Bring modern cost-efficient museum presentation methods to the small museum.
- Enable visitor engaging multi-media presentations.
- Enable visitors to access more of our historic materials.

The proposal has been grouped into 3 categories:

Display System – This consists of implementation of a professional museum rail system. These systems provide a rail mounted above eye level and support vertical hanging rods or cables and attached hangers. The system advantages include: avoid holes in the newly restored walls for hanging pictures. When an item is removed, the cable and hanger can be moved to a new location without any damage to the walls. Easy re-positioning of an item for better presentation. We need to acquire the rails for these systems before the restoration contractor completes their work, so they can include it in their project work.

Dynamic Displays – Engaging the museum visitor is always the staff goal. Museums have found multi-media an effective way to attract, focus and educate visitors to the items on display. The specific initial plans are to implement a large screen in the main room. This will be able to present material from the museum digital library of pictures, documents and videos. It will also be able to support material presentation of our planned speaker series.

For our smaller rooms, we are also planning small screen displays. These would also be able to present material either from installed USB sticks or from the museum network. The smaller rooms may also have a secondary small speakers system, which can provide a continuing narrative of what is being displayed in the room.

Scanner Supplies – L'Ecole has been building an electronic catalog of our material. To date, this has primarily been photographing and tagging our public display materials. L'Ecole also has significant collection of historical documents. These documents include large maps, newspapers, periodicals, and posters. KHPAC has applied for a grant for a wide body scanner, which will enable the digitalization of these documents. Some of the documents are fragile paper, which should be scanned in a protective "transparent carrier". If the grant is approved, KHPAC is hoping to acquire a few carriers to enable the scanning of these documents, while minimizing any potential damage to the original document.

Spending Authorization Time Frame

The \$4,916 financial request is for the Friends to authorize the budgeted amounts. The funds will only be spent when the targeted items are either ready to installed or used. Thus we are recommending authorization for the requested amounts, with the understanding that the actual expenditure may be spread over the next 6-12 months. Specific immediate needs are to acquire the rails, the TV and TV mounting brackets by early May.

Kinnelon Historic Preservation Advisory Committee
Museum Improvement Financial Proposals Draft 2 April 12, 2022

Package	Item	Cost Est.	Description	Proposed Unit for Discussion
Dynamic Displays	Smart TV	\$500	Display for PC, USB, and LAN based presentation. Support both Blue Tooth and Wi-Fi	LG 55" model 55NANO75UPA (55")
	Smart TV Bracket	\$60	Wall bracket to mount above TV	Best Buy Essential - Full Montion TV Wall Mount
	Recored Material Speakers	\$700	Wi-Fi Speakers presentations and music.	TBD likely <u>Sonos</u> or Boise
	Live Material Amp Speakers	\$700	Bluetooth Speakers and microphone for live presentations	TBD likely Sonos or Boise
	Multi-Media Controller	\$300	Tablet to support media applications	Used Ipad?
	Multi-port USB Charger	\$30	Multi-USB port charger for speakers and Controller	USB Wall Charger, Anker 60W 6 Port USB Charging Station, PowerPort 6 Multi USB Charger
	Room Display units	\$420	Six photo frames driven by USB, supporting Photo Slide show, Video, and music.	10 inch Digital Picture Frame with 1920x1080 IPS Screen Digital Photo Frame Adjustable Brightness, Photo Deletion, Timing Power On/Off, Background Music Support 1080P Video
Package	Estimate	\$2,710		

Package	Item	Cost	Description	Proposed Unit for Discussion
Display System	Rail System	\$1,800	Museum Quality Rail System Includes Rails, Rail Hooks, Hangers (Bars for hall, Clear for most items, several steel cable for heavy items)	Various to be determined by Room if necessary
Package	Estimate	\$1,800		

Package	Item	Cost	Description	Proposed Unit for Discussion
Scanner Supplies	Transparent Carrier	\$88	Transparent Document Carrier 18" x 24" Landscape	CS6399A402 - Transparent Document Carrier 18" x 24" Landscape
	Transparent Carrier	\$105	Transparent Document Carrier 24" x 36" Landscape	CS6399A403 - Transparent Document Carrier 24" x 36" Landscape
	Transparent Carrier	\$213	Transparent Document Carrier 36" x 48" Portrait	CS6399D133 - Transparent Document Carrier 36" x 48" Portrait
Package	Estimate	\$406		

All Packages	Total	\$4,916
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Row Labels	Sum of Quantity	Sum of Subtotal
Dr Miller - 7'	29	\$214.73
Cable Hook - Single	12	\$71.88
End Caps	2	\$2.00
Lock-On Rod Sleeve - White, Single	8	\$47.92
Stainless Steel Cable - 6 foot	6	\$59.94
Timeless Modern Molding - White, 8'	1	\$32.99
Fire - 6'	27	\$185.75
End Caps	2	\$2.00
Fiberglass Rod - 4 foot	6	\$41.94
Hi-Hook - Single	8	\$47.92
Lock-On Rod Sleeve - White, Single	8	\$47.92
Steel Rod - 2 foot	2	\$15.98
Timeless Modern Molding - White, 6'	1	\$29.99
Hall - 22'	23	\$214.79
End Caps	2	\$2.00
Fiberglass Rod - 4 foot	6	\$41.94
Hi-Hook - Single	6	\$35.94
Lock-On Rod Sleeve - White, Single	6	\$35.94
Timeless Modern Molding - White, 8'	3	\$98.97
Main - 13'	36	\$288.66
Cable Hook - Single	16	\$95.84
End Caps	2	\$2.00
Lock-On Rod Sleeve - White, Single	8	\$47.92
Stainless Steel Cable - 6 foot	8	\$79.92
Timeless Modern Molding - White, 6'	1	\$29.99
Timeless Modern Molding - White, 8'	1	\$32.99
Scovil - 8'	29	\$214.73
Cable Hook - Single	12	\$71.88
End Caps	2	\$2.00
Lock-On Rod Sleeve - White, Single	8	\$47.92
Stainless Steel Cable - 6 foot	6	\$59.94
Timeless Modern Molding - White, 8'	1	\$32.99
Shipping	1	\$100.00
Shipping	1	\$100.00
Spares	20	\$364.87
Cable Hook - 10 Pack	1	\$50.00
Cable Hook - Single	0	\$0.00
End Caps	4	\$4.00
Fiberglass Rod - 4 foot	1	\$6.99
Hi-Hook - 10 pack	1	\$50.00
Hi-Hook - Single	0	\$0.00
Kleer-Vu Rod - 4 foot	2	\$13.98
Lock-On Rod Sleeve - White, 10 Pack	1	\$50.00
Lock-On Rod Sleeve - White, Single	0	\$0.00
Stainless Steel Cable - 4 foot	0	\$0.00
Stainless Steel Cable - 6 foot	4	\$39.96
Steel Rod - 2 foot	0	\$0.00
Steel Rod - 4 foot	2	\$23.98
Steel Rod -6 foot	0	\$0.00
Timeless Modern Molding - White, 6'	2	\$59.98
Timeless Modern Molding - White, 8'	2	\$65.98
Grand Total	165	\$1,583.53